Alternative Education Programs (DOE-AL)   Version 04.24.08

The purpose of this data collection is to gather the data on students in Alternative Education Programs for the 2007-2008 school year.

Audience

This is a required collection only for public school corporations and charter schools that are the fiscal agents for approved Alternative Education Programs. Alternative Education Program Contacts in your schools or corporation are available to assist with this collection.

Instructions

Report the data for all students enrolled and receiving instruction in an approved alternative education program starting **July 1, 2007** through **June 30, 2008, regardless of the student's corporation of legal settlement**. The required data can be collected, combined into a file, and submitted to the Department of Education through the secured Application Center. The file may be of any of the formats contained in this document and must contain all the fields in the order described. Additionally, an interactive data "input" screen will be available in the Application Center. Multiple records per student are accepted.

The **required collection/signoff period** will begin **May 1, 2008,** and will last until **July 23, 2008**, which is the **final** date for submission. During this time you are required to submit the file to the Application Center, review the processing results of the data transfer, and review the reports under Data Verification in the Application Center. If there are any errors or inaccuracies you may correct the data and transmit the file again until the end of the collection period.

Alternative Education

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
1 A	Corporation Number	4	State-Assigned Corp ID of the reporting corporation **Required Field**: YES	This is the Corp ID of the fiscal agent for the program.
2 B	Program Number	3	State-Assigned Alternative Education Program number **Allowable Values Are:** 1-200 **Required Field**: YES	Each alternative education program offered by the corporation is assigned a program number upon approval from the Office of Student Learning Choices See Reference List
3 C	STN Number	9	Official Student Test Number (STN) assigned to student **Required Field**: YES	STN Number must already exist in the STN Lookup Multiple records for the same STN are accepted. (An additional record submitted with the same STN will not replace the initial record unless Field 7 "Entrance date" is the same.)
4 D	Grade Level	2	What is the grade level of the student when entering the program? **Allowable Codes Are:** 06 = Grade 6 07 = Grade 7 08 = Grade 8 09 = Grade 9 10 = Grade 10 11 = Grade 11 12 = Grade 12 **Required Field**: Yes	Grade level of the student should be the same grade level as determined by the sending corporation or school. Fifth-year seniors should be reported as Grade 12.
5	Eligible Student	1	What is the primary reason for eligibility in the alternative education program? **Allowable Codes Are: 1-5** 1 = Student intends to withdraw or has withdrawn before graduation 2 = Student has failed to comply academically and would benefit from instruction offered in a manner different	The student is eligible for reimbursement funding based upon 1 of the 5 categories. Report only **one** category for the student per record.

Field Order	Fieldname Description	Length	Data Field Specification and Requirements	Notes
E			from instruction available in a traditional school 3 = Student is a parent or an expectant parent and is unable to regularly attend the traditional school program. 4 = Student is employed and employment is necessary for the support of the student or student's immediate family and/or interferes with a part of the student's instructional day 5 = the student is a disruptive student (as defined in IC 20-30-8-2) **Required Field**: Yes	
6 F	**Outcomes**	1	What outcome did the student attain? **Allowable Codes Are: 1-8** 1 = Earned High School Diploma 2 = Attained the goals identified in the student's Individual Service Plan (ISP) 3 = Made satisfactory progress toward goals identified in the ISP 4 = Did not make satisfactory progress toward goals in their ISP but remained in the program 5 = Earned GED 6 = Transferred/returned to other school setting prior to completing the alternative education program 7 = Dropped out of alternative education program, not returning to any educational setting 8 = Expelled from alternative education program, not returned to any educational setting **Required Field**: Yes	Report only **one** outcome (most accurate) for the student per record. See Memo regarding Reporting Program Outcome Data (listed in References below) for additional information.
7 G	**Date Student Entered Program**	8 or 10	What is the date the student entered the alternative program? **Allowable Date Formats Are:** MMDDYYYY and MM/DD/YYYY Where MM = Month (01-12) DD = Day (01-31) YYYY = Year (2007-2008) Required Field: **Yes**	Dates will be checked to ensure valid calendar dates. For the current collection, dates from 07/01/2007 to 06/30/2008 are allowed. A complete record for each entry date for students entering multiple times during the school is required.

References

Approved Alternative Education Programs: http://www.doe.in.gov/stn/pdf/alted_programs.pdf

State DOE Alterative Education information: http://www.doe.in.gov/alted/altedlinkpg.html

Memo regarding Reporting Program Outcome Data:
http://www.doe.state.in.us/alted/pdf/memo_reporting_program_outcome_data.pdf

Common Scenarios

This section contains several possible student scenarios and a description of how they would be reported.

Scenario #1: A student participated in an alternative program for more than one range of dates during the year.

Reporting Results: Submit a record with the same STN for each range of dates.

Scenario #2: Some students who attend an alternative program do not fit any of the categories in Field 5, Eligible Student.

Reporting Results: Report only those students for which one of the Eligible Students categories applies. These categories are based on the regulations governing placement and reimbursement (IC 20-30-8-10).

Scenario #3: Students from a school corporation attend another corporation's alternative program.

Reporting Results: All students in a joint program should be reported by the one corporation that is the fiscal agent for that alternative program or school.

Scenario # 4: A student leaves the alternative program prior to completion for a homebound setting.

Reporting Results: For Field 6, Outcomes, report the student with Code 6 since the school continues to provide services.

Scenario #5: A student leaves the alternative program prior to completion to be home schooled.

Reporting Results: For Field 6, Outcomes, report the student with Code 6, "Transferred/returned to other school setting prior to completing the alternative education program."
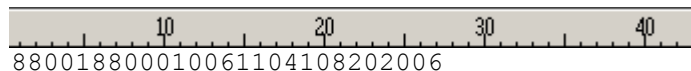
Example Data File Formats

The following section contains example data files in the allowed comma delimited, positional, and XML formats.

Comma Delimited Format

8800,01,880006001,10,4,1,08/20/2006

Positional Format


```
          10          20          30          40
8800188000100611041082002006
```

XML Format
```
<XIF_ALData>
        <Corporation Id="8800">
                <Program Id="3">
                        <Student STN="999999999">
                                <SchoolUse Grade="11" />
                                <AlternativeEducation>
                                        <Entered EligibleStudent="1" Outcomes="2" DateEntered="07/01/2006"/>
                                        <Entered EligibleStudent="1" Outcomes="2" DateEntered="03/01/2007"/>
                                </AlternativeEducation>
                        </Student>
                        <Student STN="880107006">
                                <SchoolUse Grade="10" />
                                <AlternativeEducation>
                                        <Entered EligibleStudent="3" Outcomes="4" DateEntered="01/01/2007"/>
                                        <Entered EligibleStudent="4" Outcomes="2" DateEntered="03/01/2007"/>
                                </AlternativeEducation>
                        </Student>
                </Program>
        </Corporation>
</XIF_ALData>
```

Change History

The following section contains a history of changes made to the DOE-AL Data Layout.

Version Number	Change History
04.24.08	Link to approved program list added to Instructions Clarification added to Instructions to report all students regardless of residency Link added in Field 6 Notes and References to memo regarding reporting outcomes Program Entry year examples in Field 7 narrowed for current collection
04.14.08	Added link to Alternative Education Programs information page in Reference section Updated reference from "Division of Educational Options" to new name, "Office of Student Learning Choices," in Notes for Field 2, Program Number
03.25.08	Collection period extended for 07-08 collection Clarifications added to Notes for Fields 1, 3 and 4 Link to Program List updated in Reference section Scenarios added.
09.24.07	Dates changed for 07-08 collection Instructions changed to accept multiple records per student Signoff period removed all data expected before end of the collection Field 5, 6, and 7, notes changed to include multiple records for students with multiple entry dates.
	Start of 07-08 Collection
12.27.06	XML changed to show multiple service dates. New open date for the collection.
11.21.06	XML added. Date of entry values changed on field 7.
09.11.06	Original document for 06-07 data collection.